

25 July 1979

DD/A Registry

79-1763/5

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File

Contracts-1  
R&D Panel

## MEMORANDUM FOR THE RECORD

25X1 SUBJECT : Meeting of the DDA Office Representatives for  
R&D Requirements [ ]

REFERENCES: A. DD/A 79-1763/2  
B. OS 9-1209

1. The first meeting of the DDA Office representatives for R&D requirements was held on 17 July 1979. Mr. [ ] of OS chaired the meeting, with the following in attendance:

25X1 Mr. [ ] OF  
Mr. [ ] OP  
Mr. [ ] OMS  
Mr. [ ] OL  
Mr. [ ] OTR  
Mr. [ ] OC

25X1 Mr. [ ] of ODP was not present. [ ]

25X1 2. Mr. [ ] opened the session by stating that he had asked the representatives from the DDA Offices to attend a meeting to discuss the functions of the new DDA R&D Panel, and to provide advance notice of the DDS&T request for DDA FY 82 R&D requirements. Among the primary functions of the Panel are:

a. ensure proper points of contact for R&D are available to officers of both the DDA and DDS&T, to improve working-level communications.

b. monitor projects to ensure that the DDA Offices are notified before any reductions in funding are made unilaterally by the DDS&T and provided the opportunity to present alternatives.

c. rank the DDA R&D requirements in priority order.

d. provide increased representation so that the DDA R&D requirements can better compete with R&D requests from other Directorates, particularly, as Mr. [ ] believes, because the DDO and NFAC have representatives on the DDS&T Planning & Resources Staff. [ ]

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X1 3. The operation of the Panel was also discussed, particularly details such as whether correspondence will flow from the Panel Chairman through the DDA Staff or through the Director of Security to the Office Directors, and what procedure will be used to rank the Office R&D requirements at the Directorate level. Mr. [ ] is scheduled to meet with Mr. Wortman and his staff on 19 July, and hopes to resolve these details. [ ]

X1 4. The DDS&T staff provided advance notice to Mr. [ ] that the FY 82 RD&E Planning Cycle would soon begin, and that the DDA requirements would be due in DDS&T by 1 August. Although the formal memo has been received by the DDA staff, it has not yet circulated to the Office Directors. While it would be very difficult to meet the 1 August date for forwarding the requirements to DDS&T, Mr. [ ] believed it should be possible to forward the DDA requirements in early August. Mr. [ ] requested that the Office representatives begin to obtain the R&D requirements for their Offices while awaiting the arrival of the memo. [ ]

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